

## JOB DESCRIPTION

City of Kerrville, Texas

Effective Date: February 2016

**Position Title:**

Position Control #: 154-D08

**Parks Maintenance Worker**

<b>Department</b>	General Services	<b>Pay Grade</b>	16
<b>Division</b>	Parks Maintenance	<b>FLSA Classification</b>	Nonexempt
<b>Immediate Supervisor</b>	Superintendent, Parks Maint.	<b>Employment Status</b>	Full-time

### **Job Summary:**

Maintains the grounds and facilities of the City's parks. Maintains equipment, landscapes grounds, installs upgrades and performs other duties as assigned.

### **Disclaimer**

*The information provided in this description has been designed to indicate the general nature and level of work performed by incumbents within this job. It is not designed to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and working conditions required of employees assigned to this job. Management has sole discretion to add or modify duties of the job and to designate other functions as essential at any time. This job description is not an employment agreement or contract.*

### **Principle Duties and Responsibilities:**

This information is intended to be descriptive of the principle duties and responsibilities of the position. The following examples do not identify all duties performed by any single incumbent.

1. Maintains grounds by picking up debris, trimming trees, mowing grass, changing trash bags in trash cans, landscaping grounds, repairing playground equipment, picnic tables, cleaning restrooms, new construction, concrete mason, and heavy equipment operations
2. Maintains facilities by performing carpentry work, painting, replacing light bulbs, making plumbing repairs performs concrete and masonry work and repairs, and performs other duties as assigned.
3. Helps control vegetation and growth; prepares, applies and properly disposes of pesticides.
4. Performs other duties by maintaining equipment, operating heavy equipment, installing upgraded equipment and assisting other departments as needed.
5. Performs other duties as may be assigned.

### **Required Knowledge, Skills and Abilities:**

- Knowledge and understanding of basic operational, technical, and vocational skills. Level of knowledge equivalent to four years of high school.
- Working knowledge in at least five (5) of the following skills areas: Heavy equipment operation (backhoe or maintainer), electrical, plumbing, carpentry, concrete, masonry, painting, pesticide (preparation, application and disposal), horticulture, custodial, welding and/or metal fabrication, and turf, shrub and tree planting.
- Good interpersonal skills
- Ability to work well with others
- Ability to assist with the setup and teardown of special events
- Ability to work an irregular work schedule, including evenings, weekends and holidays
- Ability to maintain regular and predictable attendance

**Machines, Tools, Equipment and Work Aids:**

- Mower, tractor, weed eater, chain saw, rock saw, backhoe, leaf blower, truck, hedge trimmer, hand tools, power tools, cutting torch, jack hammer, nail gun, grinder, buffer, table saw, paint gun, shovels
- Hard hat, safety vest, ear protection, gloves, safety goggles, steel toe boots, back brace

**Education, Certification and Experience Required:**

- Possession of a High School Diploma or equivalent.
- Possession of a Valid Texas Class C Driver's License.
- One year related experience in at least five (5) of the following skills areas: Heavy equipment operation (backhoe or maintainer), electrical, plumbing, carpentry, concrete, masonry, painting, pesticide (preparation, application and disposal), horticulture, custodial, welding and/or metal fabrication, and turf, shrub and tree planting.

**Physical and Environmental Conditions:**

Duties are generally performed citywide in both outdoor and indoor settings. This is medium to heavy work requiring the exertion of fifty (50) pounds of force occasionally, up to twenty (20) pounds of force frequently, and up to ten (10) pounds of force constantly to move, lift and push objects. Work requires climbing, stooping, kneeling, crouching, standing, walking, pushing and pulling. This position is subject to outside environmental conditions, including extreme cold, extreme heat, hazards, and atmospheric conditions.

**Signature/Approval:**

I hereby acknowledge review and understanding of this job description and can perform the duties of this position:

☐ with a reasonable accommodation

☐ without a reasonable accommodation

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parks Maintenance Superintendent

Job Title of Supervisor

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Parks & Recreation

Job Title of Department Director

\_\_\_\_\_  
Signature of Department Director

\_\_\_\_\_  
Date